



HIGHWAYS COMMITTEE MEETING MINUTES

DATE: 1-31-2018 **TIME:** 2:10 PM – 3:30 PM **LOCATION:** Room 150

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| MEETING CALLED BY | Chairman Tarleton |
| BOARD ATTENDEES | Chairman Cullie Tarleton, Committee Vice-chair John Pope, Gus Tulloss, Grady Hunt, Pat Molamphy, Jack Debnam, Andrew Perkins Jr. and Board Chairman Mike Fox. |

AGENDA TOPICS

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| 1. APPROVAL OF DECEMBER MINUTES / JANUARY MINUTES ARE INFORMATIONAL ONLY | |
| DISCUSSION SUMMARY | Motion to approve the December minutes made by Member Pope, seconded by Member Debnam. |
| ACTIONS TAKEN | Motion to approve the December minutes as written passed unanimously. The minutes from the January meeting are for informational purposes only. |

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| 2. TECHNICAL SERVICES PROGRAM UPDATE, CHRIS WERNER, PE, NCDOT ADMINISTRATOR OF THE TECHNICAL SERVICES | |
| DISCUSSION SUMMARY | <p>Mr. Chris Werner, NCDOT's Director of Technical Services, provided an update of the Technical Services Program. He discussed initiatives that are underway for improving project delivery and reducing the cash balance. His focus is on project planning, project design and construction. Some key areas where improvements have been made include the creation of a project management unit that oversees the development of projects and is in constant communication with the applicable units regarding the status of the projects. An environmental policy group is being established to support the project managers, technical units and agencies. This group will be responsible for reviewing federal regulations and providing information and support to all transportation modes. The environmental document process has been reviewed, updated, and streamlined to reflect the utilization of the Categorical Exclusion (CE) Checklist. The checklist serves as a screening tool to determine the type of document needed for a project, eliminating unnecessary steps/processes until it is determined the need exists to do so. This process change allows increased focus on the more complicated projects. Further, project development has gone from a "production line" system where each preconstruction unit completed their portion of the project and passed it to the next unit to a system where the units are involved earlier in the project and working concurrently. Improvements have also been made regarding how the Department contracts with the consulting industry. Oversight and controls have been put into place with monthly project reviews between the project managers, division engineers and unit heads. The purpose of the monthly project reviews is to discuss project schedules, and to collaborate and to identify risks and mitigation strategies, and to improve overall project delivery.</p> |
| ACTIONS TAKEN | N/A |



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3. RIGHT OF WAY ACQUISITION – JUST COMPENSATION AND APPRAISALS, MR. JIM MCGOWAN, STATE APPRAISER, NCDOT RIGHT OF WAY UNIT

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| <p>DISCUSSION SUMMARY</p> | <p>Mr. Jim McGowan, NCDOT State Appraiser, provided a presentation on Project Delivery, Right of Way, Just Compensation. His presentation included an overview of Session Law 2017-57, Section 34.5(a) related to the Appraisal Waiver Valuation. The intent of the law is to maximize resources for Right of Way acquisition, to accelerate project completion, while maintaining fair compensation. The Permissive Exception to Appraisal is for properties anticipated value less than \$40,000 and allows preparation by third parties, with sufficient market knowledge. Using the process will be helpful as claims are expected to increase from \$246,600,756 in FY2015 to \$668,000,000 in FY2019.</p> <p>Mr. McGowan reviewed the process for determining just compensation. Regardless of project funding type, the Department must offer just compensation to every property owner affected by a transportation project in accordance with the 5th Amendment of the US Constitution:</p> <ol style="list-style-type: none"> I. The Appraisal Waiver Valuation may be used for minor claims only where the just amount is mutually agreed. It may not be used as evidence in court. For state funded projects, the claim value may be up to \$40,000. For federally funded projects, the claim value may be up to \$25,000. It is best used for simple claims including easements, curable damages, vacant tracts, and partial acquisitions. It should not be used for total acquisitions, non-curable damages, commercial property, parcels with remnants, and mortgaged property. II. The Transmittal Summary is an abbreviated appraisal report for simple claims that may be used on federal or state funded projects. It must be completed by a certified appraiser and approved by the Department. There are no value limits for the Transmittal Summary. It may be used for condemnation and for quantifying the cost to cure small items. It cannot be used to quantify non-curable damages. III. The Narrative Appraisal Report is used for more complex properties on federal or state funded projects. There are no value limits for the Narrative Appraisal Report. It may be used for condemnation and for quantifying non-curable damages. It must be completed by a certified appraiser and approved by the Department. <p>Licensed appraisers interested in performing NCDOT work is low. Out of 1279 NC Certified Appraisers, only 219 are prequalified with NCDOT and only about 120 provide services to NCDOT.</p> <p>Moving forward, the Department will implement the Appraisal Waiver Valuation protocol, use the simplest and least costly approach first, maintain a goal of offering fair settlement to property owners and deliver projects on time. The Department also realizes that more contract and staff appraisers need to be recruited to work with NCDOT.</p> |
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| <p>ACTIONS TAKEN</p> | <p>N/A</p> |
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4. FRONTAGE ROADS: ONE APPROACH TO BALANCE MOBILITY WITH ACCESS, MR. KEVIN LACY, PE, STATE TRAFFIC ENGINEER, NCDOT MOBILITY AND SAFETY

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| <p>DISCUSSION SUMMARY</p> | <p>Mr. Kevin Lacy, NCDOT's State Traffic Engineer, provided a presentation on frontage roads, which may be used along freeways and arterials to help balance mobility with access. Frontage roads have been used extensively in Texas. Frontage roads require careful planning with considerations for property access and land use. Frontage roads may also be useful in decreasing congestion along freeway routes. They also reduce the frequency and severity of</p> |
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| | conflicts and provide the ability to reroute traffic in the event of an incident. Some disadvantages include: frontage roads require a large footprint and they may inhibit future widening and expansion of the freeway, frontage roads access may require multi-level structures, and financial costs are higher. NCDOT has used frontage roads on a limited basis. Some examples include I-485 in Division 10 and US 70 in Havelock. |
| ACTIONS TAKEN | N/A |
| 5. OTHER DISCUSSION | |